

Softball Nova Scotia

Kevin Wagner Achievement Award – Bursary Policy

1. Purpose

Established in 2026 through a generous donation, the Kevin Wagner Achievement Award honours Kevin Wagner, a coach, mentor, and longtime member of Nova Scotia's softball community. This policy explains the award's purpose, eligibility requirements, application and selection processes, and administration.

The award is designed to recognize a current Softball Nova Scotia member athlete who demonstrates leadership in softball and is pursuing post-secondary education. The award is intended to help offset the costs of education.

This bursary application honours Kevin Wagner's legacy by supporting young leaders in softball as they pursue their educational and personal goals.

2. Award Overview

- **Award Name:** Kevin Wagner Achievement Award; Established: 2026; Administered by: Softball Nova Scotia; Award Value: \$500 annually; Purpose: To help offset post-secondary education costs; Announcement Date: Annually during the first week of November.

3. Eligibility Criteria

To be eligible for the Kevin Wagner Achievement Award, applicants must:

- Be a current registered member in good standing with Softball Nova Scotia.
- Be a resident of Nova Scotia.
- Be currently enrolled in a recognized post-secondary educational institution.
- Demonstrate leadership traits and skills in softball.
- Reference letter(s) must be included.

4. Application Process

4.1 Application Form

Applicants must complete the official Kevin Wagner Achievement Award Application Form, which includes:

- Applicant information (name, contact details, Softball NS registration proof).

- Educational information (institution, program, year of study).
- Softball involvement and leadership experience.
- Personal statement. (300–500 words).
- Reference information

4.2 Supporting Documents

Applicants must submit:

- Proof of current Softball Nova Scotia member registration.
- Proof of enrollment at a recognized post-secondary institution.
- At least one reference letter (must not be a relative)
- Completed personal statement outlining Softball leadership, Softball Achievements, and any additional community leadership and achievements.

4.3 Submission Deadline

- Completed applications must be submitted to Softball Nova Scotia by **September 15** annually.
- Late or incomplete applications may not be considered.

4.4 Submission Method

Applications should be submitted by completing Kevin Wagner Bursary application:

- Any inquiries can be made to Softball Nova Scotia
- Email: softballns@sportnovascotia.ca

5. Selection Process

5.1 Review

Softball Nova Scotia will review all eligible applications. May include Softball Nova Scotia staff, board members.

5.2 Evaluation Criteria

Applications will be evaluated based on:

- Demonstrated Achievement and leadership in softball.

- Alignment with the values Kevin Wagner represented (kindness, generosity, mentorship, and community).
- Quality and completeness of the personal statement.
- Strength of reference letter(s).
- Educational goals.

5.3 Decision

- Softball Nova Scotia will recommend one recipient annually.
- Softball Nova Scotia decision of the winner(s) will be final.
- The award winner will be announced during the first week of November.

6. Award Disbursement

- The \$500 award will be disbursed directly to the recipient secondary educational institution following the announcement.
- The award is intended to help offset the costs of education (e.g., tuition, books, supplies).
- Recipients may be asked to provide a brief thank-you note or update on how the award supported their education.

7. Administration

- Softball Nova Scotia will maintain records of all applications, supporting documents, and decisions.
- Personal information will be handled in accordance with Softball Nova Scotia's privacy policies.
- Additional contribution can be made to Kevin Wagner Achievement Award via Softball Nova Scotia.
- The award will be administered annually, subject to available funding.

8. Policy Review

This policy will be reviewed annually by Softball Nova Scotia to ensure it continues to reflect the intent of the award and the needs of the softball community.

9. Contact

For questions regarding the Kevin Wagner Achievement Award, please contact:

- **Softball Nova Scotia Executive Director**
- Email: softballns@sportnovascotia.ca